

DRAFT RECRUITMENT ADVERTISEMENT

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| FACULTY | Health Sciences | DEPARTMENT | Dietetics |
| CAMPUS | South | GRADE | 8 |
| POSITION | Lecturer nGap | REF NUMBER (POST CODE) | 4840 |

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| (Indicate if the position is to be advertised internally only (NMMU Staff portal)/ externally (NMMU staff portal & printed media as selected below) | | | | | | | | |
| **INTERNAL**  **(mark adjacent block with X)** | **X** | | **EXTERNAL**  **(mark adjacent block with X)** | | | **X** | | |
| (Indicate if the position is permanent OR contract (if contract, specify the relevant contract period) | | | | | | | | |
| **PERMANENT**  **(mark adjacent block with X)** | **X** | | **CONTRACT PERIOD**  **(indicate period)** | | |  | | |
| (Indicate if the position is full-time OR part-time. NCWAs are not included in this template – please contact your HRC for the relevant form.) | | | | | | | | |
| **FULL-TIME** | **X** | | **PART-TIME (5/8)** | | |  | | |
| Media to be used for advertising (mark ONE adjacent block with an X) | | | | | | | | |
| **EP HERALD** | **x** | | **GEORGE HERALD** | | | **x** | | |
| **SUNDAY TIMES** | **x** | | **MAIL & GUARDIAN** | | | **x** | | |
| **OTHER** (specify eg electronic newsletter) | **Electronic as wide as possible, as this is a scarce skills field and it is very difficult to get candidates.** | | | | | | | |
| **Disclaimer:**  *In accordance with the HR Recruitment Policy, HR will only pay for full advertisements for post levels (P)1-5 (and P6 on motivation), and place one-liner advertisements in the EP Herald (post levels 9 – 18) and the Sunday Times Careers (Post levels 1 – 8), informing individuals that full advertisements are available on the NMMU website.*  *Should faculties/directorates wish to place full ads in the above-mentioned or other media for, it will be for their own account\* (****except*** *for positions on P1-5). In such cases, secretaries need to obtain order numbers and forward these to both HR Consultants and the Branding Section for record purposes.*  *NCWA’s – Deans/Directors to directly liaise with Branding Section (HR Consultants only to place ads on the web)* | | | | | | | | |
| **ONE LINER**  **(mark adjacent block with X)** |  | | | **FULL ADVERT**  **(mark adjacent block with X)** | | | | **X** |
| Indicate if the position is to be paid by (1) Human Resources or (2) a combination\* of HR & the recruiting department (applicable where full adverts are requested for P5-18 (the difference of the full advertisement will be for the recruiting department’s cost) or where additional media is requested eg placement in the Herald & Sunday Times.) Payment must be made using the Post Code as a reference number; proof of transfer/ payment and the relevant cost centre must be provided to HR. | | | | | | | | |
| 1. **HUMAN RESOURCES – full costs**   **(mark adjacent block with X)** | |  | | | | | | |
| 1. **COMBINATION – partial costs**   **(mark adjacent block with X)** | |  | | | **COST CENTRE** | |  | |

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| CORE PURPOSE OF JOB |
| The nGap programme is designed to recruit new academics to Universities in line with their development plans and to enable new academics to benefit from teaching and research development opportunities. The Department of Dietetics is looking for a qualified, experienced dietitian, registered in South Africa, with in depth knowledge of hospitals, district clinics and student training in practical work. This person must be willing to study towards a doctorate or take on post-doctoral work and will get a reduced teaching load that will increase over time. In addition, responsibilities will include co-ordination and implementation of work integrated learning, lecturing (theory and practical skills) and taking full responsibility for various modules, including the administration and co-ordination of these modules. Duties will also include module and programme development, co-ordination, negotiation and implementation and supervision of post-graduate students. There are administrative duties in the Department as well, in which the person must take part. |

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| KEY PERFORMANCE AREAS | | |
| * Studying towards a doctoral degree or undertaking post-doctoral research work;   Based on the reduced work load that will increase on an annual basis:   * Lecturing and taking full responsibility for various modules (both theoretical and practical components) according to the needs of the Department, including the co-ordination and administration; * Assist with research in the department and supervision of senior undergraduate and post-graduate students in research; * Guide students in work integrated learning and assist in the co-ordination of work integrated learning; * Assist with academic and operational administration, including development work; * Work closely with the other members of the Department of Dietetics and School of Behavioural and Lifestyle Sciences. | | |
| **CORE COMPETENCIES** | |
| * Show evidence of eligibility to undertake postgraduate study at doctoral level or postdoctoral level, and write proposals and articles; * Good knowledge of theory and application of the various fields of dietetics, including Food Service Management and Food Science; * In depth experience in working in hospitals and clinics; * Good teaching skills and experience in teaching; * Good relationships with students; * Good negotiation skills; * Strong administrative skills; * Ability to compile student guides and manuals; * Proven ability to facilitate learning of students in theoretical and practical components of dietetics. | |
| REQUIREMENTS | |
| * Master’s degree in Dietetics with an average of at least 70%; * Demonstrable interest in becoming a successful academic; * nGap appointees must be South African citizens or permanent residents in South Africa; * Be willing to commit at NMU for a minimum of six years; * Persons who are 40 years and younger * At least three years of experience in working in Food Service Management is necessary; * Educational qualification will be a strong recommendation; * Must be registered as a dietitian with the HPCSA; * Valid driver’s license and own transport; * A PDP will be a strong recommendation; * Be able to work after hours and weekends when required for practical work   Please note that candidates who are invited for an interview will be expected to undergo a competency-based assessment of skills. Candidates will be given sufficient time to prepare for this. | |
| ADDITIONAL INFORMATION e.g. contact person and telephone number, e-mail; etc. **CLOSING DATE FOR APPLICATIONS:** | |
| Travel between the various campuses of the university, various hospitals and district clinics around Port Elizabeth and other towns and cities in the Eastern Cape will be required.  For more information, contact Prof A Gresse, 041 5042048 or e-mail [annelie.gresse@mandela.ac.za](mailto:annelie.gresse@mandela.ac.za)  Closing date: | |
|  | 12 May 2020 |
| **SIGNATURE : HEAD OF DEPARTMENT** | **DATE** |
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| **SIGNATURE : DEAN/DIRECTOR/REGISTRAR** | **DATE** |
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| **SIGNATURE : SENIOR DIRECTOR HR** | **DATE** |